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**City of Florence  
City Council Meeting  
250 Hwy 101, Florence, Oregon  
Final Action Minutes  
November 21, 2016**

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**CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE**

Meeting called to order at 6:00 p.m.

Councilors Present: Mayor Joe Henry, Councilors Joshua Greene, Ron Preisler, George Lyddon and Susy Lacer.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, Public Works Director Mike Miller, Chief of Police Tom Turner, Planning Director Wendy FarleyCampbell, City Recorder / Economic Development Coordinator Kelli Weese, Project Manager Megan Messmer, Interim Finance Director Andy Parks, Florence Events Center Director Kevin Rhodes, Sergeant Brandon Ott and Economic Development Catalyst Jesse Dolin.

**INTRODUCTIONS**

- Brandon Ott – Sergeant
- Jesse Dolin – Economic Development Catalyst

Start Time: 6:00 p.m.

Action: Mr. Ott and Mr. Dolin were presented to the City Council.

**PRESENTATIONS**

- Commander Pitcher Patriotic Employer Award
- Veterans Day Parade Video
- Departmental Website Updates

Start Time: 6:00 p.m.

Action: The City Council heard presentations awarding Commander John Pitcher with the Patriotic employer award, Mayor Henry with a presentation of the Veterans Day parade, and updates to the City’s website.

**1. APPROVAL OF AGENDA**

Start Time: 6:36 p.m.

Action: Approve agenda with amendment to Agenda Item #7 to consider recruitment process at a later date

Vote: Unanimous

**2. PUBLIC COMMENT**

This is an opportunity for members of the audience to bring to the Council’s attention any item not otherwise listed on the Agenda. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

Start Time: 6:37 p.m.

Comments: None

**CONSENT AGENDA**

**3. APPROVAL OF MINUTES**

Consider approval of the Council regular session meeting minutes of November 7, 2016.

**4. AMERICAN MARKET LIQUOR LICENSE**

Consider approval of the new outlet liquor license for American Market to be located at 2515 Hwy 101.

Start Time: 6:37 p.m.

Action: Approve consent agenda items as shown in the meeting materials.

Motion: Councilor Lacer

Second: Councilor Preisler

Vote: Unanimous

## **ACTION ITEMS**

*The Mayor will provide opportunity for the public to offer comments on action items after staff has given their report and if there is an applicant, after they have had an opportunity to speak.*

### **5. ENGINEERING CONTRACT FOR HWY 126**

Consider accepting the proposal with RH2 Engineering, Inc. and authorizing the City Manager to proceed with the contract in the amount of \$87,422 for engineering and design services for Hwy 126 water and wastewater improvements.

Start Time: 6:37 p.m.

Discussion: The City Council discussed...

- Increases in requests for annexation

Comments: Mayor Henry

Action: Accept engineering proposal from RH2 Engineering, Inc. and authorize the City Manager to proceed with a professional services contract.

Motion: Councilor Lyddon

Second: Councilor Lacer

Vote: Unanimous

### **6. PUBLIC WORKS FACILITY LOT CLEARANCE**

Consider awarding the contract to Ray Wells, Inc. in the amount of \$39,000 to complete the clearing of the lot for the new Public Works Facility.

Start Time: 6:43 p.m.

Discussion: The City Council discussed...

- Recycling use of chip material and potential sales of FloGro product

Comments: Councilor Lyddon and Mayor Henry

Action: Accept proposal from Ray Wells, Inc. for \$39,050 and authorize the City manager to enter into a contract for vegetation clearing, grubbing, material grinding, and removal of the root mat material.

Motion: Councilor Preisler

Second: Councilor Lacer

Vote: Unanimous

**7. CITY COMMITTEE VACANCIES**

Review and consider the recruitment process for the 2017 City Committee vacancies.

Start Time: 6:47 p.m.  
Discussion: The City Council discussed...

- Compliments to staff

Comments: Councilor Greene

Action: Begin recruitment for 2017 City Committee vacancies  
Motion: Councilor Lyddon  
Second: Councilor Preisler  
Vote: Unanimous

**REPORT ITEMS**

**8. FLORENCE HOLIDAY FESTIVAL AND BANNERS**

Report on the upcoming Florence Holiday festival and placement of holiday banners in Old Town.

Start Time: 6:52 p.m.  
Discussion: The City Council discussed...

- Holiday Festival tourism effects and potential changes for upcoming years
- Appreciation for effort of public works staff

Comments: Mayor Henry and Councilor Greene

**9. QUARTERLY FINANCIAL REPORT**

Report on the City of Florence financial statements for FY 16/17

Start Time: 7:04 p.m.  
Discussion: The City Council discussed...

- Estimates for tax revenue
- Compliments for Staff

Comments: Councilor Preisler and Lacer

**10. BOARD AND COMMITTEES REPORT**

Report on the workings of the City's boards and committees for the month of October 2016.

Start Time: 7:09 p.m.  
Discussion: None

**11. CITY MANAGER REPORT**

Start Time: 7:11 p.m.  
Discussion: The City Council discussed...

- Review of City Newsletter


**12. CITY COUNCIL REPORTS**

Start Time: 7:18 p.m.  
Discussion: The City Council discussed...

- City Councilor Activities
- Florence Urban Renewal design analysis for Lotus property
- Florence Rhody Express bus needs for engine repair
- Election results
- Lane ACT Appointment for Mayor
- Letter for Commitment to Respect and Unity

Comments: All Councilors present

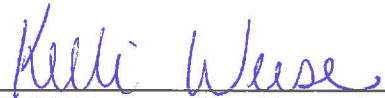
Meeting adjourned at 7:27 p.m.



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Joe Henry, Mayor

**ATTEST:**



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Kelli Weese, City Recorder